

IMPORTANT: Tennessee Code Annotated (T.C.A.) § 45-17-110 requires that both forms be completed and returned to this Department on or before **September 1, 2008.** As long as your application is filed by September 1, you may continue operating until the Commissioner has acted upon it. If, on the other hand, you fail to make application by the September 1st deadline, your current license will expire on September 30. You cannot conduct business after the expiration date until you first obtain a new license pursuant to T.C.A. § 45-17-103. Any business engaged in after expiration of the license may result in the Department initiating an enforcement action against you, which may include the imposition of civil monetary penalties and the refund of any fees collected.



**State of Tennessee
DEPARTMENT OF FINANCIAL INSTITUTIONS
COMPLIANCE DIVISION**

414 Union Street, Suite 1000, Nashville TN, 37219
Telephone (615) 741-2236 ■ FAX (615) 532-1018 ■ <http://tennessee.gov/tdfi>

MEMORANDUM

TO: Deferred Presentment Services Licensees
FROM: Stephen Henley, Director
Compliance Division
SUBJECT: Renewal Application and Annual Report
Required by Tennessee Code Annotated § 45-17-110

Enclosed, please find your Application for Renewal of Deferred Presentment Services License and Annual Report Form including instructions.

IMPORTANT: Tennessee Code Annotated (T.C.A.) § 45-17-110 requires that both forms be completed and returned to this Department on or before **September 1, 2008**. As long as your application is filed by September 1, you may continue operating until the Commissioner has acted upon it. If, on the other hand, you fail to make application by the September 1st deadline, your current license will expire on September 30. You cannot conduct business after the expiration date until you first obtain a new license pursuant to T.C.A. § 45-17-103. Any business engaged in after expiration of the license may result in the Department initiating an enforcement action against you, which may include the imposition of civil monetary penalties and the refund of any fees collected.

Please review the business name and address shown on your Application for Renewal of Deferred Presentment Services License and, if applicable, note any changes in the space provided. Business locations are presented on separate pages of the application. Please note any corrections to this information, as well. **Also, respond to the questions** and, if applicable, provide details on a separate sheet. Please sign the application and have it notarized. The renewal application must include a renewal fee of \$500 for **each** location. In addition, the licensee must maintain a minimum net worth of \$25,000 per business location.

Also, please complete the Annual Report Form that includes a balance sheet, income statement and other statistical information. The report is designed to cover the business activities conducted under the Deferred Presentment Services Act for the period **January 1, 2007 to December 30, 2007.** **Also, the income statement requires licensees to report the total amount of handling charges collected for the fiscal year.** You may wish to confer with a certified public accountant (C.P.A.) or public accountant when you prepare the annual report. Afterwards, please sign and have it notarized.

Mail the application, annual report and renewal fee to the Tennessee Department of Financial Institutions, attention Stephen Henley. If you have any questions regarding the foregoing, please contact our office at (615) 741-3186.



STATE OF TENNESSEE
Department of Financial Institutions
Compliance Division
414 Union Street – Suite 1000
Nashville, Tennessee 37219
(615)741-3186

APPLICATION FOR RENEWAL OF
DEFERRED PRESENTMENT SERVICES LICENSE
DEADLINE September 1, 2008

Application is hereby made to renew the license(s) granted pursuant to Chapter 255, Public Acts of 1997, to transact business as a Deferred Presentment Services Business:

1. Mailing Address and Telephone Number(s) of Home Office:
Person responsible for matters relating to this renewal application

Name and Title

Company

License Number

Street

City, State, Zip Code

Telephone Number

Fax Number

NOTE CHANGES BELOW

Name and Title

Company

Street

City, State, Zip Code

Telephone Number

Fax Number

Please answer all questions on this page. If necessary, provide details on a separate sheet. The licensee must also file the annual report with this application by **September 1, 2008**.

2. Provide a current list including the name, social security number, residence and business address, residence and business phone numbers and title of each owner, partner, L.L.C. member, director, corporate officer, five percent (5%) or more shareholder of the licensee. **(Please Attach)**
3. Has the licensee's business structure or ownership changed during the past year?
Yes_____ No_____ If Yes, detail the changes on a separate sheet.
4. Has the licensee filed for bankruptcy or reorganization within the last year?
Yes_____ No_____ If Yes, provide details on a separate sheet.
5. Has the licensee or any partner, L.L.C. member, director, corporate officer, five percent (5%) or more shareholder been associated with a business whose authority to transact business was denied, revoked or suspended by a state or federal regulatory or law enforcement entity during the past year?
Yes_____ No_____ If Yes, please detail on a separate sheet.
6. Has the licensee ever been subject to any federal or state administrative investigation or order, or is any federal or state administrative investigation or order pending?
Yes_____ No_____ If Yes, please detail on a separate sheet.
7. Has the licensee, or any partner, L.L.C. member, director, corporate officer, five percent (5%) or more shareholders been indicted or convicted of a felony in Tennessee or elsewhere?
Yes_____ No_____ If Yes, please provide details on a separate sheet.
8. Is the licensee currently licensed and/or operating as a deferred presentment services business in another state?
Yes_____ No_____ If Yes, please identify the state(s) on a separate sheet.
9. Does the licensee have any contingent liabilities as endorser, guarantor or otherwise?
Yes_____ No_____ If Yes, please provide details on a separate sheet. Include all pending litigation and note any potential settlement amounts that could significantly affect the licensee's financial position.
10. By providing your email address, the Department can send you information quicker and more efficiently.

E-mail address

Location Listing

Current Information:

Please, note any change below

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

License Number: _____

Attn: _____

DBA. Name _____

Address: _____

AFFIDAVIT

STATE OF _____

COUNTY OF _____

I, _____, the undersigned being the _____
of the _____, licensee swear (or affirm), that to the best of my
knowledge and belief the statements contained in this report, including the accompanying schedules and
statements (if any) are true and that the same is a true and complete statement in accordance with the law.

Signature

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

My commission expires

NOTARY SEAL

**THIS RENEWAL APPLICATION MUST BE ACCOMPANIED BY A RENEWAL FEE OF \$500 FOR
EACH LICENSE. MAKE THE CHECK PAYABLE TO THE TENNESSEE DEPARTMENT OF
FINANCIAL INSTITUTIONS. EACH BUSINESS LOCATION IS PRESENTED ON THE
FOLLOWING PAGE(S). PLEASE REVIEW THE INFORMATION AND, IF APPLICABLE,
MAKE ANY CORRECTIONS IN THE SPACE PROVIDED.**

**ANNUAL REPORT
CALENDAR YEAR ENDING DECEMBER 31, 2007**

**LICENSEES ENGAGED IN THE BUSINESS OF MAKING REGULATED
DEFERRED PRESENTMENT
IN THE STATE OF TENNESSEE**

DEADLINE September 1, 2008

READ THE INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS REPORT

This form must be completed for each licensed office, unless a company or affiliate operates more than one licensed office in this state, in which case this report should be filed on a composite basis.

REPORTING ENTITY

1. Name of Licensee _____
2. Licensee Number: _____
3. Provide the address and telephone number of all places of business operated by the licensee and describe the nature of the business conducted at each location.
4. Business Type:
 - a) ____ Proprietorship
 - b) ____ Partnership
 - c) ____ Limited Partnership
 - d) ____ Limited Liability Company
 - e) ____ Corporation
 - f) Other: _____
5. **Method of Accounting:** ____ Accrual; ____ Tax-Basis; ____ Cash-Basis; ____ Other

Schedule A
Income Statement
For the Period of January 1, 2007 to December 31, 2007

<u>INCOME</u>	<u>DP Business</u>	<u>Other Business</u>	<u>Combined</u>
1. Cash Advance Fees Collected and /or Earned	_____		_____
2. Other Income		_____	_____
3. Total Income			_____
 <u>EXPENSES</u> <i>(Allocate by Percentage of Income)</i>			
4. Advertisement	_____	_____	_____
5. Audit/Examination	_____	_____	_____
6. Bad Debts <i>(Accrual Method Only)</i>	_____	_____	_____
7. Charged-offs <i>(Other than Accrual Method)</i>	_____	_____	_____
8. Depreciation and Amortization	_____	_____	_____
9. Insurance and Fidelity Bonds	_____	_____	_____
10. Legal Fees and Disbursements	_____	_____	_____
11. Office Supplies	_____	_____	_____
12. Rent, Maintenance Services and Utilities	_____	_____	_____
13. Total Compensation of Officers and/or Owners	_____	_____	_____
14. Salaries or wages of all Employees	_____	_____	_____
15. Tax Other than on Income	_____	_____	_____
16. License Fees	_____	_____	_____
17. Telephone/Fax/Internet	_____	_____	_____
18. Travel & Meals	_____	_____	_____
19. Miscellaneous	_____	_____	_____
20. Interest Paid on Borrowed Funds	_____	_____	_____
21. Total Expenses			
(Total Items 4 through 20)	_____	_____	_____
22. Income before Tax			
(Item 3 less Item 21)	_____	_____	_____
23. Tax			
(a) State	_____	_____	_____
(b) Federal	_____	_____	_____
24. Total Expenses including tax			
(Item 21 plus Item 23)	_____	_____	_____
25. Net Income (Item 3 less Item 24)	_____	_____	_____

Schedule B
Balance Sheet
For Calendar Year Ending December 31, 2007

ASSETS

1.	Cash and Cash Equivalents	_____
2.	Securities	_____
3.	Cash Advances Receivable	_____
4.	Accounts Receivable	_____
5.	Note Receivable	_____
6.	Cash Surrender Value Life Insurance on Officers, Stockholders, Owners	_____
7.	Prepaid Expenses	_____
8.	TOTAL CURRENT ASSETS	_____
9.	Furniture, Fixtures & Equipment (a) Less accumulated depreciation	_____
10.	Buildings (a) Less accumulated depreciation	_____
11.	Land	_____
12.	Leasehold Improvements (a) Less accumulated depreciation	_____
13.	TOTAL FIXED ASSETS	_____
14.	Other Assets	_____
15.	Investment in other Business	_____
16.	TOTAL ASSETS	=====

LIABILITIES

17.	Accounts Payable	_____
18.	Payroll Payable	_____
19.	Rent Payable	_____
20.	Tax Payable	_____
21.	Current portion of Long-Term Debt (Short Term: Less than 12 months)	_____
22.	Other Current Liabilities	_____
23.	TOTAL CURRENT LIABILITIES	_____
24.	Mortgage, Bonds, Notes Payable (Long Term: More than 12 months)	_____
25.	Other Long-Term Liabilities	_____
26.	TOTAL LONG TERM LIABILITIES	_____
27.	TOTAL LIABILITIES (Total Items 23 and 26)	_____

NET WORTH

28.	Capital		_____
29.	Retained Earnings:		
	(a) Beginning Balance (January 1, 2007)	_____	
	(b) Add: Net Income	_____	
	(c) Deduct: Deduction or Distributions	(_____)	
	(d) Ending Balance (December 31, 2007)		_____
30.	TOTAL NET WORTH (Total Items 28 through 29d)		_____
31.	TOTAL NET WORTH & LIABILITIES		
	(Total Items 27 and 30)		=====

Schedule C
Analysis of Regulated Business Activity

Regulated Cash-Advance Business

Number Net Amount

1. Accounts Outstanding at beginning of year, January 1, 2007.	_____	\$ _____
2. Number & Amounts of transactions made during 2007	_____	\$ _____
3. Accounts purchased during the year	_____	\$ _____
4. Total (Items 1 through 3)	_____	\$ _____
5. Account balances charged-off during 2007		
(a) Charge-offs	_____	\$ _____
(b) Collections on account previously charge-off	(_____)	\$(_____)
6. Account balances sold during 2007	_____	\$ _____
7. Account Collections during 2007	_____	\$ _____
8. Total (Items 5 through 7)	_____	\$ _____
9. Agreement outstanding as of December 31, 2007 (Subtract Item 8 from Item 4)	_____	\$ _____
10. Number of checks returned due to Insufficient Funds, Closed Account or Stop Payment Order	_____	
11. Total Handling Charges Collected for the period January 1, 2007 to December 31, 2007		\$ _____
12. Distributions of Transactions		
Amount of the Check	Number of Transactions during the Year	
(a) \$150 or less	_____	
(b) \$151 to 250	_____	
(c) \$251 to 500	_____	
Total (must agree with Item 2, Column 1)	_____	

AFFIDAVIT

STATE OF _____

COUNTY OF _____

I, _____, the undersigned being the _____
of the _____, licensee swear (or affirm), that to the best of
my knowledge and belief the statements contained in this report, including the accompanying
schedules and statements (if any) are true and that the same is a true and complete statement in
accordance with the law.

Signature

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

My commission expires

NOTARY SEAL

UNIFORM STATE REPORT/ANNUAL REPORT INTRODUCTION

The purpose of the uniform state report is to provide a detailed summary of information for operations conducted by the legal entity required to file in accordance with Tennessee Code Annotated 45-17-119 of the Deferred Presentment Services Act, or imposed by the regulating authority administering the Act. The reporting entity must follow all instructions explicitly. If a company or affiliate operates more than one licensed office, the report must be filed on a composite basis. When preparing the report, do not underline or change captions. Report all amounts in even dollars. Where insufficient space is provided to set forth the facts adequately, annex a schedule giving the details. The following schedule letters, captions and item numbers correspond with those shown in the report.

Reporting Entity

Schedule A Statement of Income and Expenses

The purpose of this schedule is to show all income derived or produced by the reporting entity during the period covered by the report.

- (1) Cash Advance Fees Collected and/or Earned - This account must report all cash advance fees.
- (2) Other Income - This account must itemize all other revenue earned or collected by the reporting entity not derived from check cashing.
- (3) Total Income - The sum of Items 1 and 2 under Combined Column.
- (4) Advertisement - This account must show the amount expenses by the reporting entity during the year for promoting or retaining the business of the reporting entity. Show only the amount for purchases of advertising supplies or outside services.
- (5) Audit/Examination - This account must show the amount expenses by the reporting entity during the year for auditing and/or examination.
- (6) Bad Debts - This account must show the reporting entity's bad debt expenses on accrual method, where default has not occurred, but a forecast based on management use of historical data.
- (7) Charged-Offs - This account must show expenses reported when default occurred.
- (8) Depreciation and Amortization - This account must show the amount of all depreciation and amortization expenses occurred during the year for fixed assets and other depreciable and amortizable assets.
- (9) Insurance & Fidelity Bonds - This account must show the amount expenses by the reporting entity during the year for all insurance and bonding.

- (10) Legal Fees & Disbursements - This account must show the amount expenses by the reporting entity during the year for legal fees and disbursements related to the activities of outside counsel.
- (11) Office Supplies
- (12) Rent, Maintenance Services and Utilities - This account must show the total amount paid by the reporting entity during the year for the rental of buildings, maintenance services and utilities.
- (13) Total Compensations of Officers and/or Owners- This item must include all salaries, bonuses, pensions paid during the year.
- (14) Salaries or wages of all Employees - This item must include all salaries, bonuses, wages, pensions paid during the year.
- (15) Tax Other Than on Income – All tax excluding State & Federal Income Tax.
- (16) License Fees - This account must show the amount expenses by the licensee during the year for amount paid to city, county, state and federal governments.
- (17) Telephone / Fax / Internet
- (18) Travel & Meals - This account must show the amount expenses by the licensee during the year for business travel and meals.
- (19) Miscellaneous - This account must list all other expenses incurred by the reporting entity not otherwise shown.
- (20) Interest Paid on Borrowed Funds - Represents total interest expense on all debt obligations during the year.
- (21) Total Expenses - Sum of Items 4 through 20.
- (22) Income Before Tax - Item 3 less Item 21.
- (23) Tax - This item must show the amount of state and federal income taxes paid or accrued for the year.
- (24) Total Expenses including Tax - Item 21 plus Item 23.
- (25) Net Income - Item 3 less Item 24.

SCHEDULE B

Balance Sheet

The purpose of this schedule is to show the financial position of the reporting entity for the period covered by this report.

- (1) Cash and Cash Equivalents - This account must include all cash and any instruments that converted into cash within 90 days.
- (2) Securities - This account must report the amount of investments in securities, such as stocks, bonds and other securities.
- (3) Cash Advance Receivable - Cash advance loan outstanding
- (4) Accounts Receivable - This account must reflect the balance due from customers.
- (5) Note Receivable – Any loan licensed entity loan out not in ordinary course of business.
- (6) Cash Surrender Value Life Insurance on Officers, Owners - This account must report the cash surrender value of life insurance policies carried by the reporting entity.
- (7) Prepaid Expenses - This account must show the expenses paid in advance.
- (8) Total Current Assets - The sum of Item 1 through Item 6.
- (9) Furniture, Fixtures & Equipment - This account must report the cost of tangible assets, such as furniture, computers, office equipment, signs and other fixtures owned by the company.
- (10) Buildings - This account must show the cost of the building(s) owned by the reporting entity.
- (11) Land - This account must show the cost of the land owned by the reporting entity.
- (12) Leasehold Improvement - This account must show the cost of improvements to leased property, such as buildings, walkways, landscaping, etc.
- (13) Total Fixed Assets - The sum of Items 8 through Items 11.
- (14) Other Assets - This account must show the value of other assets owned by the reporting entity.
- (15) Investment in Other Business - Equities in other businesses not included in the above reporting.
- (16) Total Assets – The sum of items 8, 13, 14, and 15.

- (17) Accounts Payable - This account must report current liabilities to creditors
- (18) Payroll Payable - This account must report the amount of wages, salaries or other compensation due to employee(s) of the reporting entity.
- (19) Rent Payable - This account must report the rent or lease payments due in the current period
- (20) Tax Payable - This account must report the amount of all federal, state and city/county taxes due in the current period.
- (21) Current portion of Long-Term Debt - This account must report the current debt payable within 12 months.
- (22) Other Current Liabilities – Other current liabilities not listed above.
- (23) Total Current Liabilities - Sum of item 17 through Item 22.
- (24) Mortgage, Bonds, Notes Payable - This account must report the amount of Long-term obligations.
- (25) Other Long-Term Liabilities - Other long-term liabilities not listed above.
- (26) Total Long-Term Liabilities - The sum of Items 24 and 25.
- (27) Total Liabilities - The sum of Item 23 and Item 26.
- (28) Capital - This account must report the amount of capital of the proprietorship, partnership, and corporation.
- (29) Retained Earnings:
 - (a) Beginning Balance - This account must show the reporting entity's accumulated earnings as of January 1, 2007.
 - (b) Net Income - This account must show the amount listed on Schedule A, Number 25 Combined Column
 - (c) Deduction or Distributions - This account must report the amount of distributions to the proprietor, partners, LLC members, stockholders, etc.
 - (d) Ending Balance - The sum of items (a) and (b) less (c)
- (30) Total Net Worth – Sum of Items 28 and 29(d)
- (31) Total Liabilities and Net Worth - The sum of Item 27 and 30.

Schedule C
Analysis of Regulated Business Activity

- (1) Accounts Outstanding at Beginning of Year - This item must report the total number of checks on hand as of January 1, 2007, as well as the total face value of the checks.
- (2) Number & Amounts of Transactions Made During 2007 - This item must show the total number of transactions made after January 1, 2007, as well as the total face amount of all checks received by the reporting entity during the year.
- (3) Account Purchased During 2007 - This item must show the total number of checks acquired from other entities after January 1, 2007, as well as the total face amount of the checks.
- (4) Total - Sum of Items 1 through 3.
- (5) Account Balances Charged-Off During 2007 - This item must report the total number and total face amount of all checks written-off during the year.
- (6) Account Balances Sold During 2007 - This item must show the number of checks sold during the year, as well as the total face amount of the checks.
- (7) Account Collections During 2007
- (8) Total - Sum of Items 5 through 7.
- (9) Agreement Outstanding as of December 31, 2007 - Must agree with accounts receivable per Schedule B, Item 3.
- (10) Number of Returned Checks due to Insufficient Funds, Closed Account or Stop Payment Order - This item must show the total number of checks returned due to insufficient funds (NSF), closed account or stop payment order for the period January 1, 2007 through December 31, 2007.
- (11) Total Handling Charges Collected - handling charges collected pursuant to Tennessee Code Annotated § 45-17-112(1) and 47-29-102.
- (12) Distribution of Transactions - Report the total number of checks received during the year in each category.

AFFIDAVIT

The affidavit must be executed, if a corporation, by a duly authorized officer of such corporation, or by a partner, if a partnership, or by the owner, or by an individual. In the case of illness or inability of such person to sign the affidavit, it may be executed in such case by a legal representative or agent. The affidavit should be made before a Notary Public or other person authorized to administer oaths.